

2323 Smith Lane
Cheyenne, WY 82001

June 1, 2005

Cal Wolfe
Wal-Mart Logistics
601 N. Walton Blvd.
Bentonville, AR 72716-0710

RE: Cheyenne Distribution Center Human Resource Manager Position

Dear Mr. Wolfe:

You may not remember me by name, but I met and spoke with you briefly at the Casper Career Fair earlier this year. In recent correspondence with Stacy Thomas at the Department of Workforce Services she mentioned and forwarded information regarding the Human Resource Manager positions you are looking to hire for the new distribution center here in Cheyenne.

My employee relations responsibilities have made me skilled at conflict resolution, staff development and personal counseling. I have experience directing input for employee evaluations and compensation as well as training staff on administrative and legal policies. I believe these skills along with additional information on my resume make me a "good fit" for the Wal-Mart organization.

Employee benefits are as vital to your organization as they are to your employees. However, if not communicated clearly can be a source of agony for both parties. I feel a Human Resource Manager should demonstrate clear communication skills and follow through to ensure employees have the correct information. Knowing how important this is for both the company and the employee, I feel I have the skills to bring success to the Human Resource Department for the new Wal-Mart Distribution Center.

I would enjoy the opportunity to discuss my qualifications further in an interview. If I have received no such request, I will follow up on June 15, 2006 to check my application status. I can be reached at (307) 234-8863.

Sincerely,

Suzy Thomas